

# National Imagery and Mapping Agency

*Visit our home page at [www.nima.mil](http://www.nima.mil).*

Our Mission:

NIMA provides timely, relevant, and accurate  
Geospatial Intelligence in support of national security.

Our Vision:

*Know the Earth...Show the Way*

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## VACANCY ANNOUNCEMENT

Announcement Number: 035702

Opening Date: July 7, 2003  
Closing Date: July 25, 2003

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POSITION TITLE & SERIES: Imagery Intelligence Analyst, NI-02, 03, or 04

PAY BAND & SALARY RANGE: Band 02 \$32,158 - \$53,459  
Band 03 \$42,976 - \$70,395  
Band 04 \$61,251 - \$98,924

DUTY STATION: Molesworth

AREA OF CONSIDERATION: All Sources

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NOTE: Selected Personnel will be transferred under Permanent Change of Station (PCS) for a minimum of three years with a possible two-year extension. Prior to the conclusion of this assignment, the incumbent will be assisted in securing another position in NIMA.

### ASSIGNMENT DESCRIPTION

Imagery Intelligence Analysts interpret, analyze, and communicate imagery-derived intelligence. They incorporate all relevant sources of information to provide timely and accurate intelligence to military and National-level policy customers.

ADDITIONAL INFORMATION PROVIDED BY SELECTING OFFICIAL: The EUCOM NIMA Support Team (PEAN) is seeking energetic analysts to work in for the EUCOM's Joint Analysis Center. JAC is responsible for analysis of facilities across 91 countries in the EUCOM AOR in support of the J2. Analysts will have the opportunity to support the military intelligence and operational community by integrating imagery with other sources to provide actionable intelligence to military customers. Analysts who desire to work at USEUCOM should understand that this is a fast-paced, dynamic environment (analogous to NIMA Warning Center), often demanding shift work in crisis periods, and overtime/comp time to work critical issues supporting operations, and may require regular shifts depending on the issue. The JAC is a 100 percent softcopy environment so the preferred applicant must demonstrate that they are comfortable using IEC, IESS, and a variety of other softcopy tools. Analysts with a demonstrated ability to learn softcopy tools will be considered. Most of the analysts will work in regional exploitation branches, although some may be assigned to other positions, such as Targeting Support or Special Projects. Analysts may be required to exploit U2 imagery. Applicants should understand that while they will be administratively managed by PEANJ, they will be operationally controlled by EUCOM military personnel, so they will work as part of a team with enlisted military personnel and receive their exploitation direction from JAC officers and NCOs. In this team environment, demonstrated ability to work well with others is a prerequisite. Applicants are expected to have a command of the imagery analysis tradecraft, particularly basic equipment identification, as well as the ability to creatively integrate imagery and geospatial collection into products that meet the needs of all-source analysts and operators. Knowledge of RMS, ArcView, Erdas Imagine, RAIN DROP, and other imagery-related packages is desirable.

### MANDATORY QUALIFICATIONS

#### Skills

Technical/Specialized Reading (IA); Active Listening; Data & Statistical Analysis; Product Improvement; Customer Service (IA); Research/Information Gathering (IA); Map Reading and Plotting; Analytical Innovation & Shortfall Identification; Goal and Strategy Design; Quality Assurance (IA); Workload Management; Oral Communication; Briefing and Oral Presentation; Non-technical Writing; Self-Development; Personal Time Management

#### Knowledges

Basic writing principles (e.g., organization of ideas, active voice); Database query techniques; Customer service principles; Intelligence issues; Idea generation techniques (e.g., brainstorming); Research techniques (e.g., data query, library/file search, on-line research)

### DESIRABLE QUALIFICATIONS

#### Education/Experience

A bachelors degree with a minimum cumulative grade point average greater than 3.0 on a 4.0 scale or a minimum of 6 years equivalent professional imagery and/or related military experience. Preferred

areas of academic concentration (major) (in alphabetical order) include: Cultural Area Studies, Economics, English, Environmental Science, Forestry, Geodesy, Geography, Geology, History, Imagery Science, International Affairs, Military Science, Photogrammetry, Physical Science, Political Science, Remote Sensing.

**NARRATIVES REQUIRED:** The following request for narratives will supplement the information contained in the applicant's resume. Applicants must submit a two-page narrative on the following KSAs. Entire narrative CANNOT exceed two pages. Pages exceeding the two-page limit will not be considered. The KSAs are:

1. Why do you want to be an imagery analyst in the NST Member Program?
2. Describe your role in a recent customer service/support activity and the impact it made in meeting NIMA's mission.
3. Provide an example of intelligence analysis with tools and knowledges utilized (Sun Unix, Windows 2000, GIS/Geospatial/Imagery tools: Imagine, ArcInfo, ArcView, SOCET SET, Remote View, IEC Data Standards and Specifications: VPF, RPF, DTED, ARC Shape files).

#### PHYSICAL/ENVIRONMENTAL REQUIREMENTS

Both eyes required; Depth perception; Ability to distinguish basic colors; Ability to distinguish shades of color

Work protracted or irregular hours of work; Repetitive physical tasks; Prolonged exposure to video display units

#### SPECIAL INFORMATION

- XX Two Year Probationary Period
- XX U.S. Citizenship Required
- XX Position Subject to Drug Testing
- XX Security Clearance Required
  - ☐ Secret
  - XX Top Secret
  - XX Sensitive Compartmented Information
- XX Polygraph Test Required
- XX Direct Deposit Required
  - (Condition of Employment)
- XX Physical Examination Required
  - ☐ Color Vision Required
  - ☐ Stereoscopic Vision Required
- XX Permanent Change of Station (PCS)
  - includes travel/transportation expenses
  - (pending available funds)
- ☐ Shift Work
- ☐ Safety Gear/Equipment
- ☐ Financial Statement Required
- XX Travel Required
  - ☐ Occasional
  - ☐ Frequent
  - XX Overseas

## NOTES:

1. NIMA positions are in the Excepted Service under 10 USC 1601 appointment authority. All candidates must be U.S. citizens and are subject to a thorough background inquiry and medical examination. You and your immediate family members (i.e., mother, father, brothers, sisters, spouse and children) must be U.S. citizens to obtain the required security clearances except in rare cases. Some positions may be subject to a polygraph examination. All applicants tentatively selected for this position will be required to submit to urinalysis to screen for illegal drug use prior to appointment. Employees are required to sign an agreement not to disclose, in any fashion, classified information to unauthorized persons. Participation by civilian employees in the DOD Direct Deposit/Electronic Fund Transfer of Pay Program is required.

2. NIMA IS AN EQUAL OPPORTUNITY EMPLOYER. Applicants are assured of equal consideration regardless of race, sex, age, religion, color, national origin, lawful political affiliation, marital status, sexual orientation, membership in an employee organization, or nondisqualifying physical or mental disability.

3. This agency provides reasonable accommodation to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify Human Resources at (314) 263-4888 or DSN 693-4888, extension 138.

4. NIMA has implemented pay banding for all former General Schedule (GS) employees. The NIMA system consists of five pay bands and does not include regularly scheduled within grade increases. Annual performance evaluations determine the amount of increase within a pay band an employee will receive. The annual promotion process determines those employees who move to a higher band. The \*basic salary ranges and equivalent GS grade levels for the five pay bands are:

Pay Band 01	\$15214	-	\$39685	(Equivalent to GS-01 through GS-07)
Pay Band 02	\$32158	-	\$53459	(Equivalent to GS-08 through GS-10)
Pay Band 03	\$42976	-	\$70395	(Equivalent to GS-11 through GS-12)
Pay Band 04	\$61251	-	\$98924	(Equivalent to GS-13 through GS-14)
Pay Band 05	\$85140	-	\$116358	(Equivalent to GS-15)

\* These are the basic pay amounts. The Federal government has established numerous pay localities to provide locality pay adjustments that add to total pay according to geographic duty locations.

HOW TO APPLY/WHAT TO SUBMIT: In order to receive FULL consideration, all of the following documentation must be received by July 25, 2003 .

1. Chronological resume (maximum of two pages) showing SSN, Citizenship, and specific duties and specific dates pertinent to past positions held and description(s) of experience to ensure full consideration.  
**(NIMA uses an automated resume referral system. SF 171/OF 612, Application for Federal Employment, will NOT be accepted).** Resumes may be emailed via the Internet to hrjobs@nima.mil. The resume must be included in the BODY of the email message, do not send the resume as an attachment. **INCLUSION OF YOUR SOCIAL SECURITY NUMBER IS MANDATORY.** See Privacy Act Statement.

2. Should any specific supplemental information be requested (normally found under paragraphs NARRATIVES REQUIRED and/or QUALIFICATIONS), submit them with your complete application package. Examples of such specific supplemental information include narrative statements.

3. Please let us know how you learned of this employment opportunity.

_____ INTERNET WEB SITE	_____ ADVERTISEMENT
_____ www.usajobs.opm.gov	_____ Newspaper
_____ www.nima.mil	_____ Magazine
_____ www.monster.com	
_____ OTHER (PLEASE SPECIFY)	

4. Current or former Federal employees must submit a copy of SF 50, Notification of Personnel Action that documents current/last permanent position title, series, grade, and salary. If you received a separation incentive, you must submit the SF 50 which documents the amount of the separation incentive.

5. Applicants claiming veterans' status/preference must submit a copy of DD Form 214, Certificate. Release or Discharge from Active Duty, SF 15, Application for 10-point Veteran Preference, and/or other information documenting veterans' status/preference eligibility for consideration.

All applicable documents must be submitted as a complete application package. Completed forms should be sent (or faxed 314-263-4977) to:

NATIONAL IMAGERY and MAPPING AGENCY  
ATTN: HUMAN RESOURCES/MAIL STOP L-28 (ANNCT #035702 )  
3838 Vogel Rd  
Arnold, MO 63010-6238

Commercial Telephone: 314-263-4888

DSN: 693-4888

Toll Free: 1-800-777-6104

COPIES OF VACANCY ANNOUNCEMENTS (to include qualification requirements and application procedures) ARE AVAILABLE 24 HOURS A DAY THROUGH NIMA'S FAX ON DEMAND CENTER BY CALLING TOLL FREE 1-800-777-6104. Select Option 3 and request Document #120 for a complete vacancy listing. COPIES ARE ALSO AVAILABLE BY CALLING: Human Resources at (314) 263-4888 or DSN 693-4888, extension 138. For job information 24 hours a day, 7 days a week, call Toll Free 1-800-777-6104. Users of the TDD system may use 314-263-4277 (Commercial) or 693-4277 (DSN) to access our TDD line between the hours of 8:00 a.m. and 3:00 p.m. (CST)

#### Privacy Act Statement

Authority: 5 U.S.C. sections 3301, 4118, 8347; 10 U.S.C. sections 1601-02; and Executive Orders 9397, 9830 and 12107.

Principal Purpose: This information is needed to ensure the accuracy of critical data in each employee/applicant record. The records have various uses by the agency, including screening qualifications and determining status, eligibility and rights and benefits under pertinent laws and regulations.

Routine Uses: Information may be disclosed in accordance with the routine uses established for OPM/GOVT-1, General Personnel Records, which permits disclosures to be made to the Equal Employment Opportunity Commission, the Department of Justice, to law enforcement agencies, and other Federal and state agencies.

Disclosure: Disclosure is voluntary. However, failure to provide your Social Security Number, as well as all other required information, will disqualify you from further employment consideration.

## RESUME INSTRUCTIONS

1. Include the announcement/advertisement number on each page of your resume, if appropriate.
2. Resumes that cannot be appropriately scanned and processed will be returned.
3. Limit typed resumes to 2 pages.
4. Use black ink on 8.5 x 11 inch white, bond paper. Print on one side only.
5. Do not condense spacing between letters.
6. Use minimum 1/2 inch margin (top, bottom, right, and left).
7. Must use standard typefaces, i.e., Courier, Helvetica, etc. and use 10 or 12 pitch. **DO NOT USE "TIMES" FONT.**
8. Avoid fancy treatments such as italics, underline, shadows, and reverse type (white letters on black background).
9. Type your name and social security number, i.e., John Jones - 123456789, on each page of the resume in the top left corner. **INCLUSION OF YOUR SOCIAL SECURITY NUMBER IS MANDATORY.** See Privacy Act Statement.
10. Include the country(ies) in which you have citizenship.
11. Avoid acronyms and abbreviations. If you must use them, give the full text and then use the acronym or abbreviation the first time it's mentioned.
12. Avoid vertical and horizontal lines, graphics, and boxes.

## RESUME FORMAT

NAME (First, MI, Last)  
Social Security Number (Mandatory)  
Home Address  
Home Phone  
Home Email Address  
Include the country(ies) in which you have citizenship

EMPLOYER'S NAME  
Employer's Address  
Work Phone  
Work Email Address  
Announcement Number

EXPERIENCE: (Begin with current position and list only those positions which you feel are relevant)  
ALL DESCRIPTIONS OF EXPERIENCE MUST INCLUDE THE FOLLOWING INFORMATION:

- . Employer's name and address
- . Start and end dates (month and year)
- . Hours worked per week
- . Position title, pay plan, series, and grade
- . For career ladder position experience descriptions, provide month and year promoted to the highest grade held
- . Supervisor's name and phone number
- . Identify if experience was gained from a detail or temporary promotion
- . All major tasks
- . All systems you have worked with or on
- . Any software program(s) or hardware you have used
- . Any specialized equipment used
- . Any special program(s) managed
- . Regulations, directives, technical orders, instructions, etc., you have worked with, implemented, researched or developed that are pertinent to your career path
- . All other relevant information you would like to include

Years of experience may be grouped together, if they are the same or similar in nature.  
Only experience that you believe is relevant to the positions for which you desire consideration needs to be included in your resume.

### EDUCATION:

List completed degrees (include month and year earned), major field of study, grade point average, and name of college or university. A transcript **MUST** be submitted with resumes in order to be considered for positions outside current series or series previously held. If high school is highest education completed, list the high school name and address, highest grade completed, date graduated, or date GED earned.

### TRAINING - AWARDS

List any training courses completed and awards received that you consider valuable and relevant to your career goals. (Include dates if possible.)

### LANGUAGES:

List any languages/dialects that you can speak, read or translate. Please indicate fluency/proficiency for each.  
The following languages are being sought:

Albanian	Hindu	Pashto	Slovak
Arabic (specify country/type)	Hungarian	Persian (specify type)	Spanish
Chinese (specify region)	Indonesian	Portuguese	Turkish
Czech	Italian	Romanian	Ukrainian
French	Japanese	Russian	Urdu
German	Korean	Serbo-Croatian	Uzbek